

**Community Preservation Act Committee (CPAC)**  
**Meeting Minutes**  
**Thursday, September 16, 2010**

The meeting was called to order at 7:03 pm by Peter Jessop, Chair, in the Community Room, at the Police Department

**COMMITTEE MEMBERS IN ATTENDANCE:**

John Gerber, Michael Jacques, Peter Jessop, Chair; Ellen Kosmer, Vince O'Connor, Vice Chair; Mary Streeter, Clerk

**COMMITTEE MEMBERS ABSENT:** Sandra Anderson, Gai Carpenter, Stan Ziomek

**STAFF / OTHERS IN ATTENDANCE:** Sonia Aldrich

**AGENDA**

- Financial Status
- Discuss upcoming Special Town Meeting Articles
- Discuss Hawthorne Property
- Discuss deadlines and scheduling for report proposals
- Approve any minutes from last year

**DISCUSSION**

Peter announced the two new members of the CPA committee – Sandra Anderson of the Planning Board, and Gai Carpenter of the Historical Commission. He expressed disappointment that Denise Barberet would not be continuing on the CPA committee. Several members joined him in expressing appreciation for Denise's excellent work and attendance, institutional memory, thoroughness, editing of minutes, etc.

**Financial Status** – Sonia Aldrich reviewed financial status. We ended the year in June 2010 with \$400,619.97. The FY11 projected surcharge is conservatively estimated at \$376,000 with a 28% State Match projected to be \$103,880.25. Projects voted at 2010 Annual Town Meeting total \$368,511. That leaves us with an estimated FY11 Year End Balance of \$511,989.25. Sonia estimates that after Debt Service obligations are met, there will be \$789,172.25 available for new appropriations.

**MOTION** by Vince, 2nd by Mary, to ask staff to put on the warrant \$475,000 as a budgeted reserve to be available for appropriation between the time the tax rate is set and July 1, 2011. **VOTED 6-0**

This article could come last at Town Meeting as the total budgeted reserve may change depending on Town Meeting votes.

**Potential Fall Town Meeting articles**

**Open Space** – we have not yet met the requirement of appropriating 10% of funds for Open Space since the money voted for recreation purposes – the purchase of the Hawthorne property – does not count toward the Open Space 10%. At Annual Town Meeting we voted \$15,000 for Surveys and Appraisals and \$18,000 for the Szwacz property. Since the new revenue we took in \$486,500, we need to vote approximately \$15,000 more to meet the minimum 10% requirement. We could put this amount in a reserves designated for Open Space.

**MOTION** by Mike, 2nd by Vince, to recommend \$15,000 be put in Open Space reserves for FY2011. **VOTED 6-0**  
This article could be dismissed if another Open Space article passes at Fall Town Meeting.

**MOTION** by Vince, 2nd by John, to recommend that Town Meeting fund a sum sufficient to meet the Town's share (approximately \$35,000) of payment for the Stosz property (5.6 acres on East Leverett Road) for a conservation partnership grant. **VOTED 6-0**

**Open Space** – Mary asked Sonia to get a map of the Stosz property for the committee. There are two other potential property purchases that may come before Fall Town Meeting – the Poor farm and a property off Old Farm Road of 5 arable acres that could be used as partial mitigation for land that was removed from the APR program as part of the Kimball House agreement. Negotiations are not yet complete.

**Affordable Housing** – Peter informed us of 200 units of affordable housing that may expire and go to market rate if no action is taken. A rent increase on some of the units in the range of \$200-\$400 per month has already happened recently. Peter suggested hiring a consultant who is an expert at putting together a deal that would be an incentive for the property owners to keep these units affordable. Vince said Roy Rosenblatt informed him that the deadline may have been extended beyond 2013. Ellen stated that the Housing Partnership Committee is concerned about keeping these units affordable. Vince and Peter suggested that Roy Rosenblatt could write an RFP for this. Sonia said an RFP could not be created until there is an appropriation. Staff people could research the potential costs of such a

consultant. John suggested that this idea be brought to a vote at the Housing Partnership Committee and the Housing Authority.

**MOTION** by Peter, 2nd by Vince, to recommend that Town Meeting approve an amount of money \$\_\_\_\_\_ (to be determined), for a consultant relative to the preservation of affordable housing at Rolling Green. **VOTED 6-0**

Vince suggested Roy also put together a timeline for the committees to be aware of deadlines and be able to take action in a timely manner. Peter and Vince explained how a consultant might be able to research grants to rehab units and create an incentive package that might persuade the property owners that it would be in their best interests to keep the units affordable.

Sonia said that a report to Town Meeting would be needed. The first packet will be mailed to Town Meeting on Oct. 14. Sonia said warrant language is due 9/27/10. The warrant will be signed on 10/8/10. Peter said he and Vince would write the part of the report related to the proposed consultant. A draft could be emailed and members could send comments back to Sonia.

**Hawthorne House** Vince suggested we communicate with the Community Development Committee requesting that they not take action to facilitate the demolition of the buildings on the property and with the Historical Commission requesting that they take action to protect the buildings. There has not been a public process during the summer as was promised to CPAC last spring. Peter said he supports using the house for affordable housing but that we should attend the Historical Commission and CDC meetings as individuals. He added that it is exciting to think that there will be a unit or two of affordable housing along with community gardens, open space/wetlands, and recreation on the property. Vince reminded that the money was borrowed for the 3 purposes and said that once the Town closed on the property with that money, it is too late to go back on that.

**MOTION** by Vince, 2nd by Ellen, to request that staff, LSSE, CDC, and Housing Partnership Committee engage in a public process with regard to the uses of the buildings on the Hawthorne property. **VOTED 6-0**

**Call For Proposals Letter** – We reviewed last year's letter and suggested edits, and the addition of the Historical Society, the Valley Land Trust, and the American Farmland Trust, which is located in Northampton, as recipients. It was agreed that Dec. 10, 2010 would be the deadline. It was generally agreed that last year's process worked well. Peter will get the letter out in the next week or so.

## **MINUTES**

**Motion** by Mike, 2nd by John to approve the minutes of **5/5/2010**. **VOTED 4-0-2** (Vince and Ellen abstained because they were not present on 5/5/10.)

## **ADJOURNMENT**

A motion was made to adjourn at 8:04 pm. Voted unanimously.

## **NEXT MEETINGS**

Our next meeting will be **Tuesday, October 19 at 7:00 pm** in the Police Station Community Room. Our meetings are usually scheduled for the 3<sup>rd</sup> Thursdays of the month from September through April 2011. Meetings are scheduled for Nov. 18, Dec. 16, Jan. 20, Feb. 3, and Feb. 17.

## **DOCUMENTS DISTRIBUTED**

- Agenda, 1 page
- Spreadsheet "Financial Status for CPAC Funds", 9/13/2010, 1 page
- Letter "Call for Proposals Qualifying for CPA Funding", 9/24/2009, 2 pages
- Minutes of **5/5/2010**, 2 pages

Respectfully submitted by Mary Streeter, Clerk  
Approved October 19, 2010